

A settings guide to the Welsh language

Canllaw'r sefydliad i'r iaith Gymraeg

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If you wish to increase bilingual written communication, greet service users or visitors at the setting or answer the phone bilingually, we have a list of communication openers and closures to support in taking those steps.

Annwyl..

Dear..

I bwy bynnag y mae'n berthnasol

To whom it may concern

Helo

Hello

Bore da

Good morning

Prynhawn da

Good afternoon

Noswaith dda

Good evening

Cofion cynnes

Warm wishes

Diolch yn fawr

Thank you very much

Diolch

Thank you

Dymuniadau gorau

Best wishes